



CITY OF
Yuma
ARIZONA



www.YumaAZ.gov

Assistant Director of Finance

ANNUAL SALARY: \$87,476 - \$122,467



Named for the Yuman Indians, Yuma was founded as a river port supplying military outposts and supporting commerce, just below the confluence Colorado and Gila Rivers. Since prehistoric times, Yuma has been the safest site for crossing the Colorado River. Fort Yuma was built during the gold rush to bring peace to the area and insure a safe route into California. Established in 1854 as Colorado City, the town became Arizona City and was reincorporated as Yuma in 1914. Yuma is the county seat of Yuma County and remains a key crossroad for air, highway and rail transportation. The community's logistics heritage and bicultural reputation are enhanced by the proximity of three neighboring states of California, Baja and Sonora, Mexico.



THE COMMUNITY

Our City Government

The City Administrator is the Chief Administrative Officer for the City and is appointed by the City Council. With an annual budget of \$522 million and a Capital Improvements Budget of \$152 million, the City of Yuma currently employs 1200 full-time, part-time and seasonal employees. There are 13 City departments which are committed to providing outstanding services to the community.

The Economy

A \$3.2 billion/year agribusiness industry forms the foundation of Yuma County. Yuma's Agribusiness sector is responsible for supplying the United States with 80% of its winter, leafy vegetables. A variety of industrial, processing and logistic operations take advantage of Yuma strategic location increasing Yuma's economic diversity. Yuma is home to two of the largest military installations in the United States, The U.S. Army Yuma Proving Ground is the nation's premier ground and weapons testing facility. Marine Corps Air Station-Yuma is the country's foremost Marine Air Base with 10,000 active duty personnel, including pilots, aviation technicians, and aeronautic mechanics.

Scenic Attractions

Today Yuma is a vibrant multicultural community that celebrates its rich heritage, surrounded by wide-open spaces and pristine desert scenery - all with a river running through it. The Yuma State Territorial Prison is a popular tourist attraction in tandem with the historic Quartermaster Depot that helped settle the West. Other attractions in the area include Fort Yuma (built in 1851), the 16th-century St. Thomas Mission; the Quechan Indian Museum; and, the California sand dunes. Lakes along the Colorado River offer fishing, water skiing and swimming opportunities. The Arizona State Parks Board and the City of Yuma operate the new Yuma Crossing State Park, featuring living history on the Colorado before 1900.



DEPARTMENT INFORMATION

The Finance Department consists of four divisions that serve the public and all other City departments. The Administration Division oversees the financial activities of the City and, produces the Annual Budget. The Customer Services Division administers business licenses, sales tax administration, and utility billings and payments. The Purchasing Division is responsible for the procurement of supplies, services and construction, surplus property, the City Auction and the City's mail and distribution services. The Accounting Division directs the City's treasury functions; administers the City's bond program working through the City's Municipal Property Corporation, manages the accounts payable, accounts receivable, grant reporting, payroll and financial reporting. Collectively, the Finance Department is comprised of 33 positions. Of that, the Accounting Division represents a staff of 14.

MISSION STATEMENT

We, as a team, provide financial systems and operational support to assist our customers in achieving their goals.

The OPPORTUNITY

About the Position

The selected candidate will manage the Cities Finance Department, while managing the technical duties and responsibilities of the Accounting, Customer Service, and Purchasing Divisions. Other responsibilities include maintaining fiscal stability and safeguarding the assets of the City, monitoring and managing the financial records, and assuring that the Finance Department activities are in compliance with state and Federal regulations.

The Ideal Candidate

The ideal candidate is expected to have a comprehensive understanding of municipal government financial requirements. A successful candidate in this role will have a proven track record of leadership of professional and paraprofessional staff in an accounting environment. The Assistant Director of Finance will have an inclusive and collaborative approach to managing the team. The successful candidate will be detail orientated with the ability to meet deadlines and hold employees accountable to agreed upon expectations. The selected individual will develop and implement internal policies, procedures, and standards under the guidelines of generally accepted accounting principles, generally accepted auditing standards, and best practices promulgated by the Government Finance Officers Association.

Education and Experience Requirements

Bachelor's Degree in Accounting, Finance, or Business Administration or closely related field; AND five (5) years of progressively responsible experience related to government financial operations, including three (3) years of supervisory experience; OR an equivalent combination of education, training and experience.





APPLICATION & SELECTION PROCESS

This recruitment will remain open until filled. For further information regarding the City of Yuma, visit the City's web-site at www.yumaaz.gov or call Human Resources at (928)373-5125 to request more information.

To be considered for this position, go to www.yumaaz.gov/jobs and complete an online application with a resume and professional references.

Applications will be evaluated based on training and experience, including recentness of experience, as provided on the application materials. The most qualified applicants will be invited to participate in a formal interview process.

**City of Yuma is an Equal
Opportunity Employer**



Benefits

Arizona State Retirement System (ASRS) - City employees are automatically enrolled in the Arizona State Retirement System. Employees and the City contribute 12.22% (pre-tax) of the employee's wages. Contributions are in addition to FICA (Social Security taxes).

Long term disability (LTD) - Included through the Arizona State Retirement System. Employees and the City contribute .19%.

Social Security & Medicare - Employees and the City contribute 7.65% of the employee's gross wages into the Social Security & Medicare system.

Worker's Compensation Insurance

Medical, Dental, And Vision Insurance - Yuma is proud to provide medical, dental and vision insurance for its employees which is administered by the Yuma Area Benefit Consortium.

Employees may choose from two traditional PPO plans or a high deductible health plan with a health savings account. Currently, employees may choose an employee only plan at no cost to the employee. Dependent premiums are paid one month in advance and are pre-taxed (unless waived).

Life Insurance - The City provides a life insurance policy in an amount that is equal to your annual salary.

Flexible Spending Account

Employee Assistance Program

General Leave - 3.8 weeks per year to start

Sick Leave - 40 hours annually

Holidays - The City recognizes 12 holidays per year.

Deferred Compensation - Employees may participate in a tax-sheltered annuity plan (457 plan) through payroll deduction to provide additional retirement income.

Smoke-Free Work Environment

Employee Discounts - Various employee discounts are available, such as gym membership discounts, cell phone service discounts, etc.

